

Library

1. The library aims to support the college's educational and instructional programs by being a hub of knowledge and research. We strive to cultivate a habit of in-depth learning and understanding of subjects beyond textbooks among students. Our vision is to enhance interdisciplinary understanding, empower students to be responsible citizens, assist teachers in their research, and provide the latest updates across disciplines. We also aim to provide healthy entertainment material for the wellbeing of our users. Overall, the library strives to nurture an informed, enlightened, and socially responsible college community by providing resources for advanced learning, research, and growth.
2. **Automation of Library:** We propose to automate the library operations to enhanced security of resources and easier access to students. We are in process of automation of library and in this process, RFID Tags: Radio Frequency Identification tags and easy inventory monitoring - RFID Staff Station: The staff station will include biometric systems for secure member identification - Self Checkout Kiosks: Automated kiosks will allow students to conveniently check out books without staff assistance and a software have been already installed. Automation is essential given the high daily student traffic in the library. It will improve security, access, and efficiency of our resources.
3. **Purchase of Books and Resources:** To stay updated, new books including textbooks, reference books, novels, and other reading materials need to be regularly added across diverse subjects based on recommendations from different departments. Along with books, the library must also subscribe to key Indian and international journals, magazines, periodicals and e-resources from various fields and disciplines taught at the college. This requires sufficient budget allocation on an annual basis. We will ensure that purchase of books and computers to be purchased in 2025-26 session.
4. **Strengths:** Rich collection - The library has a large number of books covering different subjects that students can access to aid their studies. This includes textbooks, reference books, novels, magazines etc. Helpful staff - The librarians are experienced professionals who guide students in finding and utilizing the resources. They assist in searching, lending, researching etc.
5. **Weaknesses:** Outdated organisation - Books are arranged manually making it tough to trace resources when the collection is so large. Automated classification and cataloguing is lacking. Lack of digitalization - No computerised catalogue or tracking of Transactions. Resources not digitised for online access. This limits reach and usage. Space shortage - The infrastructure may not provide adequate storage capacity as collections grow over time. Also, seating space for reading and using computers is insufficient. No quiet zone - Absence of designated silent/noise-free area inside the library hampers focused reading and limits usage for research work. Limited computers - Libraries need sufficient enabled systems with the internet to allow students to access e-resources. This is currently missing. No photocopier - In-house photocopying facility makes reproducing content from books convenient for references. But this is unavailable currently in the library premises.
6. **Opportunities:** Automation - Computerised system for catalogue, issue-return, tracking resources will enhance organisation and access efficiency. E-resources access - Subscription

to digital journals, papers will aid research and help students/faculty stay updated on latest works. Infrastructure upgrade - Better shelves, seating, ambience and enabled utilities boosts library visits and usage by students/staff. Streamlined displays - Section-wise display boards for new titles creates better visibility and awareness improving readership. Defined reading zones - Demarcated silent areas without disturbances facilitates focused reading ability and research work. Additional computers - Expanding systems with net connectivity widens access to e-content aiding knowledge expansion. Installing copiers - On-premise reproduction capability makes it convenient to study from books helping usage. Online access to e-journals and e-books through INFLIBNET under N-LIST programme.

7. **Challenges:** Budget constraints - Technological upgrades and new purchases possible only with allocated funding, lack of which hinders library growth. Staff shortage - Availability of trained professionals needed to manage systems and resources is currently inadequate. Increasing storage needs - Expanding collections over time leads to more space needed for shelves and infrastructure.
8. **Library Orientation:** An orientation workshop will be organised at the start of 2024-25 academic year to familiarise new students with the library resources, rules, organisation system and access process. This will improve utilisation by students.
9. **Up gradation Workshop:** A training workshop on the latest standards of library upgradation will be held in 2025-26 for participating candidates. Students and faculty of our college will also attend to learn modern concepts of library science and management for improved accessibility.

SPARSH

(Sensitization, Prevention and Redressed of Sexual Harassment) Committee & Counseling Cell for Adolescent.

The United Nations Committee on the Elimination of Discrimination against Women adopted the following recommendation: Gender based violence is a form of discrimination which seriously inhibits women's ability to enjoy rights and freedom on the basis of equality with men.

The National Policy for Empowerment of Women (2001), Government of India, also emphasised the elimination of discrimination and all forms of violence against women in both the public and the private sphere. Institutions and mechanisms /schemes for assistance are to be created and strengthened for prevention of such violence including sexual harassment at workplace.

To that end the college has been vigilant about instances of gender discrimination, victimisation and abuse, and acted promptly to address/redress any issues that violated the provisions of the said Act.

Moreover, it plays a proactive role in averting instances of sexual harassment by motivating students to attend the programmes organized by the Committee of the college on gender

discrimination, sexual harassment, relevant legislation for the empowerment of women and other related concerns.

The SPARSH Committee & Counselling cell for Adolescent has been established in Government Degree College Nalagarh, to provide a healthy and congenial atmosphere to all the staff members and students.

SPARSH(Sensitisation, Prevention and Redressal of Sexual Harassment) Committee & Counselling Cell for Adolescent in the college is constituted of the following members:

Dr. Veshalee Singh, Convener
Ms. Anita (Chemistry), Member
Ms. Vandana Sharma, Member
Sh. Narender Singh, Member
Sh. Mandeep Kumar, Member
Sh, Naresh (Supd. Gr. I) Member
Ms. Pankaj Vashisht, Ext. Member
Ms Suman, MA (English), Student Member

The committee aims to fulfill the following objectives and action plan

To create awareness about sexual harassment among the students.

1. Celebration of International Women's Day on March 08 every year by arranging lectures by women role models and panel discussions.
2. Arranging self defense training programs in collaboration with Police Department Commando instructors.
3. To explain the dynamics of sexual harassment to the students by the active involvement of faculty members
4. To evolve the mechanism and procedure for filing of sexual harassment case.
5. To develop guidelines and norms for a policy against sexual harassment.
6. To develop principles and procedures for combating sexual harassment.
7. To organize gender sensitization awareness programmers.

The vision for 2025-26

1. To conduct seminars and workshops by inviting experts in the field.
2. To create a mechanism of continuous informative material regarding sexual harassment at the beginning of the academic session
3. Creating awareness against gender bias and domestic violence.
4. Committee also aims to conduct plays, declamation contests, poem recitation and poster making etc. To work out details for the implementation of the policy.
5. To prepare a detailed plan of actions, both short and long term.
6. To enhance specific facilities for women on campus in terms of safety & security, counseling and common room for the girl students

Eco- Club 2024-25

Eco Club Committee :

Ms. Anita (Chem.), Convener

Dr. Shweta, Member

Activity calendar

- 1) Campus beautification activity organized after one month interval.
- 2) Upkeep and planting of new attractive and therapeutic plants throughout the campus (Done in the month of September).
- 3) Execution of project "Proper waste disposal" (proposal delivered to HIMCOSTE Shimla if finances are arranged).
- 4) Celebration of 'world water day' in the month of March.

Energy Club 2024-25

OBJECTIVES

To create awareness about power consumer related information like consumer rights complaint mechanism, standard of performances, energy conservation, safety procedures and any other electricity information related subject under the direction of HPERC.

Energy Club Committee (2024-25) :

Dr. Shalini Sharma, Convener

Ms. Chandresh Kumari, Member

Energy club was set up on 21st November 2023 by Government college in collaboration with HPSEB(Himachal Pradesh State Electricity Board). This club is set up to create awareness among students on the following subjects:

1. Energy saving
2. Load disclosure
3. Peak load hours

In addition to these concepts some information regarding complaint mechanism, standard of performances, consumer rights and duties, safety procedures, security measures, earthing, tariff along with subsidy can be focused upon. This club has been started with the intent of taking help of the student ambassadors to spread awareness regarding the various schemes of HPSEB and how to utilise their services prudently.

GUIDELINES FOR THE CLUB

Each club can have 20-25 children/members with the interest in energy related activities. The energy club will be supervised by a teacher in-charge to be selected out of teachers with interest in promotion of these types of activities.

Vision Document of the NCC Boys Unit for session 2024-25

NCC Incharge (Boys NCC Unit) : Prashant Rohta, Department of Pol. Science

1. Celebration of Days:

- i) 26 January (Republic Day)

- ii) 23 March (Shaheed Diwas / Martyr's Day)
- iii) 21 June (International Yoga Day)
- iv) 26 July (Kargil Vijay Diwas)
- v) 15 August (Independence Day)
- vi) 2 October (Gandhi Jayanti)
- vii) 4th Sunday of November (NCC Day)

2. Community Extension Service:

- i) Adoption of one nearby village to aware people about best health and hygiene practices, waste disposal practices and adopting eco-friendly practices.
- ii) By actively engaging NCC cadets in waste collection programs and by organizing cleanliness drives in the college campus and in Nalagarh Community Park on regular intervals.
- iii) To aware general public by distributing pamphlets and by organizing rallies on important issues such as save water, plant trees, say no to plastic, drug abuse, road safety, etc.
- iv) By organizing blood donation camp in college.
- v) Creating clothes bank in college for the distribution of clothes among poor people.

3. Personality Development of NCC Cadets:

- i) By sending more NCC cadets in different state level and national level camps.
- ii) Conducting special workshops for developing skills of cadets regarding disaster management, first aid and cyber-security.
- iii) Participation of NCC cadets in various cultural and sports events of college.
- iv) By organizing nukkad nataks and public rallies by NCC unit of college.

4. Career Oriented Initiatives:

- i) To prepare NCC cadets for BEE and CEE certificate exams by organizing regular lectures by ANO's and by experts on topics like health and hygiene, disaster management, road safety, etc.
- ii) Conducting career oriented workshops for NCC cadets so that cadets can take benefit of BEE and CEE certificates in army recruitment, police recruitment and many other public and private recruitments.

5. Equipment Required by NCC Boys Unit and its Justification:

- i) Require spacious NCC office.
- ii) New PC with good internet facility.
- iii) Printer-cum-scanner and photocopy machine.

Justification:

- i) NCC Boys unit having cadet strength of 61 need spacious office for the collection of documents from cadets, storage of official documents and for distribution of clothing material among cadets.
- ii) of their documents.

- iii) To communicate with battalion regarding sending cadets' nominal roll for NCC camps, BEE and CEE
- iv) certificate examination.

Vision To carry out routine activities throughout the year whose execution requires proper planning with all cadets.

Government College Nalagarh

S.No.	Activity	Tentative Date / Month
1.	Internal Meeting of Department	1 st week of every month
2.	Induction/Orientation of Students	1 st week after admission
3.	Field visit of students to nearby panchayat to aware students about working of panchayats	14 th August
4.	Teachers Day Celebration	5 th September
5.	Gandhi Jayanti Celebration (Debate and Declamation Competition)	2 nd October
6.	Constitution Day Celebration (Youth Parliament)	26 th November
7.	Class Test and Class Discussion	After completion of each unit
8.	Coordination with Election Department for strengthening of democratic values by organising guest lecture delivered by any election official	December
9.	Mid-Term Exams	December (As decided by college)
10.	Voters Day Celebration (Poster Making Competition followed by Rally procession)	26 th January
11.	Online lecture/webinar by expert on any current topic	February
12.	Remedial Class for slow learners	March
13.	Students meeting and personal counselling	As and when required
14.	Career Counselling Session	March
15.	Integration with Electoral Literacy Club in all	3 rd Saturday of every month

	activities	
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Department of Economics

Institutional Development Vision Document- 2024-25

A) SWOC (Strengths, Weaknesses, Opportunities and Challenges,

Strength

- Students are trying to adapt the rapidly changing landscape of economic theories and new concepts
- Few students are strenuously trying to upgrade their skills and following the schemes of the teacher skills and preparing IES (Indian Economic Services and other competitive exam.
- The concerned department professors are trying to develop new skills in the arena of professional careers/research concerned with the subjects and adding this value system in educating the students.
- Trying to balance theoretical knowledge with real-world practical problems.

Weaknesses

- Teachers are confronting problems related to study materials for the PG classes. Although references have been given in the syllabus there is no facility to access the study material in the college.
- No facility for Xerox of the material. If teachers want to avail for the purpose of providing study material to the students. (it must)
- No separate departmental infrastructure and library,
- Language barriers
- Declining strength of PG students

Opportunities

- Job opportunities particularly for the students of Economics: UPSC IES, RBI Grade I, II, Statistical Assistant, Banking (Public and Private), HR, Research Analyst, Planning Department, Revenue Department, Labor Bureau, Teaching etc. except general competitive exam.
- Providing quality education to the society of economically backward classes.
- Participation of govt. officers and social workers, industrial experts.
- To facilitate awareness programmes about various social and economic problems among the students and society.
- To participate in welfare activities.
- To create awareness about research in Economics among the students.
- To adapt the rapidly changing new technologies in the realm of education.

Challenges

- Due to inadequate infrastructure in the Department of Economics, acute problems are being faced by the students and teachers, pertaining to classrooms, and computer systems for the PG classes.
- To improve communication skills in English.
- Trying Difficulty in accessing the reference materials for the PG students.

C) Feedback Mechanism and its Post Analysis

- In order to take the feedback from the students, the department has planned to do detailed survey of teaching by making the feedback form and extracts the inputs from the students by circulating the feedback form and will do analysis.

D) Counseling System

- We shall offer one-to-one sessions to discuss students' academic goals, course selection and career aspirations at the beginning of the session.
- We shall establish a feedback system where students can help the teachers provide input on the counselling series and suggested improvements.
- We shall try to arrange guest lectures by experts in different aspects/areas of economics.
- We shall try to expose students to the latest developments in the field of economics in nearby industrial areas.
- We'll organise seminars.
- To encourage collaborative learning by creating focus groups or study groups of the students in the department.
- We shall try to engage students in the research activities or try to expose students to real-life problems to involve them in research projects.
- To Promote a supportive environment and raise awareness programmes about available mental health resources through the proper system or by inviting counsellors.
- Arrange networking events with alumni, industry experts and professionals in the fields.
- To assist students in resume building, interview skills and job search strategies.
- To facilitate partnerships with industry professionals for internship opportunities.
- Organize workshops that highlight various career paths for economic graduates.
- Try to organize one activity related to the current economic scenario every month.
- To provide YouTube videos and podcasts of the peers (related to careers and subjective concepts)

E) Equipment Required for the Department of Economics

- Department offices equipped with proper infrastructure (Table, Chairs, Bookshelves)
- Necessity of computer Lab and Laptop with relevant and basic software for PG students
- Xerox machine

- Required journal (Competition Success Review(monthly magazine), Indian Economyseries pratiyogitaDarpan (every year), EPW (Economic and Political Weekly), Kurukshetra, Yojna and reference materials
- Proper Wi-Fi facility
- Cameras and microphone for recording lectures and presentations
- Facilities for hosting departmental seminars, conferences and workshops
- Whiteboard/ smartboard and dustless choke
- Subscriptions to economics database and access to online journals
- Training sessions for students and faculty and effective use of statistical tools (Advanced Excel or SPSS software)

H) Celebration of Days

Intended plan to celebrate these days in the upcoming session

- Budget Session
- World Food Day
- Children day
- Teachers' day
- Population day
- Statistics day
- National Education Day

I) Teaching Methods

- Adopted method: deliverance of lectures +You Tube Videos + Podcast +Research Papers + Traditional Blackboard with dust full chalk + without projector
- Adopting the method of teaching in Future: project-based presentation teaching
- flipped teaching
- students-teacher oriented methods of learning
- impart knowledge to the students which will be based on expert talks and walks on the seminal issues in the field of Economics.
- You Tube Videos + Podcast of peers

J) How passed out students remain in touch with department?

Through telephonically and they usually visit to the department for taking the advice concerned with competitive exam and job opportunities.

Department of English

Institutional Development Plan/ Vision Document for the session 2024-25

The Department of English was established in 1973, with the establishment of the college itself, with a Bachelor of Arts course in English as one of the elective subjects. The Post Graduate degree program of Master of Arts (M.A.) in English is also running in the college.

The department is imparting English as a compulsory and elective subject. The department offers courses that impart quality communication skills and enhance critical thinking and cognitive skills of the students which integrates values and entrepreneurial skill development for the students.

Apart from effective curriculum delivery, the faculty of the department has also made sincere efforts to provide exposure to the English in the real world to the students.

A well qualified, experienced, sincere and dedicated faculty of the Department has been ensuring a good academic record over the years. The department strives to reach standards of excellence in teaching, learning and research.

Following faculty are working in the Department:

1. Dr. Shipra Parmar
2. Dr. Poonam Chauhan

Plan for the session 2024-25

The department of English aims to achieve the following vision.

1. Active Participation of the students in the classroom activities.
2. To enable students to write grammatically correct sentences
3. To run remedial classes for weak students.
4. To organise guest lectures by subject experts.
5. Formation of a drama club in which new members shall be included every year. This club will train students in dramatics and performances will be given on stage on various occasions. This will develop the personality and boost the confidence of the students.
6. Literary society will be formed where prominent writers will be invited for interaction with the students, poem recitation/ reading from self written texts shall be organised. This society will also actively contribute in the collection of articles for college magazine.
7. Preparation for youth festival group -I competitions for the students by organising various related competitions like debates, declamation contests and elocution competitions to be taken up by the department with a mission to strengthen and ensure the participation of the students in the youth festival.
8. Spelling competitions to be organised frequently within the various streams of the college.
9. Teachers day, Independence Day, Republic Day and all other important national festivals and also the celebration of birthdays of renowned writers of English literature.
10. Organising training workshops for the students to strengthen their stage conduct skills which further may help them in acquiring employment as an anchor.

11. To ensure that postgraduate students are provided an optimum exposure to research using the platform of Research Forum
12. To organise a National Conference to bring out an effective dialogue with various renowned scholars for the benefit of the Postgraduate students. To make the National Conference very productive and useful for all, the department intends to place quality in the way the topic for the conference is set as well as no compromise to be allowed while screening the papers for presentation at the National Conference.
13. To ensure quality research presentations and publications by the postgraduate students in various conferences and seminars across the country.
14. To create an awareness among the students about gender issues and other such activities.
15. To make provision for a digital classroom system and empower and motivate the faculty to integrate technology into their teaching practices.
16. To set up a Media Centre, an English Language Lab and a Digital Library.
17. To prepare students for teaching English language in nearby private schools, call centres and private universities in the area.
18. To guide Postgraduate students regarding preparation for qualifying National Eligibility Test and State Eligibility test.
19. To establish a feedback mechanism by organising class tests, Multiple Choice Question practice sessions and seminars & tutorials.
20. To organise student group visits to the library in order to guide students in exploring available resources in the library for research and reading enhancement capability.

Plan for the session 2025-26

1. To ensure that the plan for 2023-24 is accomplished in all respects. In case there are any shortcomings the same shall be analysed by the faculty members of the department and remedial steps are taken to achieve the same.
2. To introduce workshops that enable students to earn while learning.
3. To develop and modernise infrastructure and services commensurate with the expectations of a centre of excellence.
4. To strengthen the positive ethos of the department.
5. To introduce innovative practices such as team teaching and ensure that the teaching-learning process is effective.
6. To emphasise extra-curricular and extension activities to develop the latent talents of students.
7. To introduce 'Dialogues,' an activity for research scholars to use the space to share and develop their research interests.
8. To establish warm collegiality and camaraderie among all the faculty members and students.
9. To ensure accountability and transparency in administration in the conduct of internal assessment practices.
10. To create an awareness and empathy among the students towards specially abled persons and senior citizens.
11. The college is situated in an area where there are a lot of migrant labourers from the other states and the children of these migrant labourers do not attend schools for education.

12. To create an awareness among the students to adopt a pocket to educate the helpless poor children.
13. To encourage and involve students to translate folk songs and folklore.
14. To arrange group discussions on various important topics amongst the various streams of the college.
15. To explore the possibility of visiting colleges of the other states.
16. To have an internship program for the students in the nearby industry.
17. To have an alumni association and establish an online portal for regular interactions with successful alumni of the department to inspire and encourage the students.
18. Students are also encouraged into research by providing guidance and practical exposure of data collection through surveys and its analysis and by motivating them to submit project work on a research topic in their final year as one of the Skill Enhancement Courses. The department also organises seminars and competitions to create awareness and sensitise students on the current economic, political, and social affairs which enhances their subject as well as general knowledge.

Department of History

1. **Vision of History Department:** The History Department was founded in 1973 when the college opened. Over the years, it has become an excellent centre for teaching. The department aims to provide students with a supportive environment that enables academic excellence, social awareness, and global competitiveness. Faculty assists students as needed so they can succeed academically, including pursuing higher education. The History Department aims to educate and support students in meeting high academic standards, becoming socially conscious and responsible citizens, and developing skills to succeed globally. Specifically, the department strives to provide an encouraging environment that enables students to achieve academic excellence. It also hopes to instil social awareness and responsibility by engaging students with the past. Finally, through a rigorous and well-rounded curriculum, the department seeks to ensure graduates can effectively navigate and compete within an interconnected world. It also hosts seminars, debates, quizzes and discussions for each year level. These activities help students engage with the past and develop valuable skills. Name of the department: History Year of Establishment: 1973 Names of Programmers / Courses offered: UG Annual/ semester/choice based credit system (programme wise): Choice Based Credit System (CBCS) Annual.
2. **Strengths:** The environment of the department is highly supportive of students and maintains positive rapport and relationships. Students feel comfortable expressing any difficulties to faculty. * Many students pursue postgraduate studies annually. * Graduates teach in senior secondary schools and serve in other institutions. * Offering Hindi curriculum facilitates subject comprehension for those opting for Hindi medium. * Several roleplays, pop-quizzes and documentary viewings are organized to further enhance learning. perform based forms are given to students for feedback of their different courses.
3. **Weaknesses:** * As the only general college in the sub-division, student enrollment exceeds capacity limitations. This results in an unsatisfactory teacher-to-student ratio which hinders effective class performance. * There are no separate departmental facilities or departmental

libraries. * The burden of heavy teaching loads leaves minimal time for faculty to organise historical site visits nearby and organise any other activities.

4. **Opportunities:** Despite capacity limitations, the department strives to deliver quality education. Students can study and document the history of remote areas nearby as project work. Many visits to nearby historical sites can also be organized to enrich learning.
5. **Challenges:** It is difficult for a single faculty member to effectively teach students from diverse backgrounds. Fewer students pursue higher education and research in history after completing undergraduate studies in the subject.
6. **Employability in nearby industries:** Many of the students have been working as teachers in the nearby schools and colleges while many others are employed in the nearby industries.
7. **Feedback mechanism and its post-analysis:** The feedback from the students will be taken via Questionnaires at regular intervals and a committee will be set up for post-analysis of the feedback provided by the students.
8. **Guest lectures by the department:** For the sessions 2023-24 and 2024-25, several guest lectures will be held where experts from the field of History and Arts will be invited to deliver the lecture and share their insights with the students. Such lectures will be beneficial for the students.
9. **Organization of workshop/training programmers by department:** Workshops related to Indian Art, Archaeology, and Historical Tourism will be conducted for the session 2023-24 and 2024-25. These workshops will help the students understand Indian art, tourism, and archaeology in a better way which will also be beneficial during their course completion.
10. **Celebration of days:** Several declamations, debates, and quizzes were organised on the occasion of Gandhi Jayanti, Independence Day, Republic Day, and World Heritage Day wherein Students took part in all their enthusiasm.
11. **Teaching methods adopted presently and any alteration/upgradation to be met in future:** At present, the method of classroom teaching is being used where face-to-face interaction, blackboard teaching, and lectures are delivered. In the future, the use of ICT in teaching may be adopted positively.
12. **How passed out students remain in touch with the department?:** There are several official alumni groups created over social media through which the students who have passed out stay in touch with the department.
13. **Students research projects and their involvement in research especially during 4th year according to NEP:** Various heritage sites and monuments were visited by the students including the Ramsheher Fort. The students also gathered information about folktales and folklores related to the historical monuments.
14. **Comments regarding curriculum and suggestions for the same. Like in employability and skill development:** Courses must be designed keeping in mind the employability for the students of History such as courses promoting Museum development, Archive training, and relating to Historical Tourism since it is one of the subjects that the students read in History

Department of Botany

SWOC Analysis:

Strengths:

- Ideal location for pursuit of academic excellence
- Increasing strength of the students
- Experience and qualified teaching faculty
- Quality contribution towards college administrative work
- Recognition of academic excellence
- Rankers at the University Examinations
- Social outreach / community service programmes
- Organization / Participation in co-curricular and extra-curricular activities
- Latent leadership groomed for vertical mobility
- ICT enabled Teaching-Learning
- Well-equipped departmental library
- Merit based admission policy

Weaknesses:

- Inadequate infrastructure, Labs
- Teacher taught ratio too high
- A considerable number of faculty needed to uplift teacher taught ratio
- Inadequate non-teaching staff
- Inadequate industry-department interface
- No Postgraduate programme
- Poor communication skill among the students

Opportunities:

- To start P.G. in Botany
- Development of Botanical Garden
- To start certificate and diploma course
- Procurement lab instruments to make lab more equipped.

Challenges:

- To increase students' progression
- To enhance self-reliant among the students

BBA

Vision statement of BBA for session 2024-25

Department of BBA Is a part of our GOVT. COLLEGE NALAGARH since 2021 under the self-finance scheme and has grown exponentially over last two years coping with the changing needs in terms of quality education, faculty development, to enhance student's skill and overall growth of students.

With the objective of imparting quality education in the field of management, the department has a competent team with dedicated and experienced faculty along with well equipped classrooms, to cater with different needs of students.

We organize training programmed and workshops for advancement and practical based learning for students in the field of management so that they can reach at esteemed positions in corporate world.

1. SWOC analysis of department...

Strengths-

- Regularly organizing seminars for students.
- Providing industrial knowledge and awareness.
- Technology aided learning for conceptual understanding.
- Willingness of faculty to undertake new task.
- Cooperation and coordination of all department members.
- Cordial relationship between students and teachers.
- Continuous motivation of students to excel in their subjects.
- Painstaking efforts by staff to produce meritorious students.

Weakness-

- Most of the students are from economically weaker sections having low educational background and lack of resources.
- Students lack in the field of spoken languages.
- Industrial interaction
- Less usage Power point slides based presentations.

Opportunities –

- To enhance technology based learning.
- More exposure of students for their career placements.
- Optimal utilization of infrastructure.
- Conducting EDP fairs to develop marketing skills of students.

Challenges-

- Creating exposure of students in extracurricular activities.
- Conducting industrial visits on regular basis.
- Live demonstration for more conceptual understanding.
- Techniques for slow learners.
- Personality development of students.
- Broadening content area of tutorial organized.

2. Employability in nearby industries-

GDC, Nalagarh is situated Near Baddi-Barotiwalwa in Himachal Pradesh, which is known for its industrial clusters in the field of pharmaceutical and healthcare, creating need for expert and professionally skilled personnel having good knowledge and communication skills. Many of the prestigious groups such as COLGATE, ACME GENERICS, HUL, TORRENT PHARMA etc. have situated their plant in the Nalagarh, baddi and barotiwalwa and surrounding areas. This will create huge employment opportunities for BBA Students

3. Feedback mechanism-

The department has comprehensive feedback system which ensures the continuous improvement of the activities of department. For this proper surveys and departmental meetings are conducted at regular intervals. Meeting of class representatives along with staff is conducted to develop improved means of education and to provide redressal mechanism for resolving problems faced by students so that smooth functioning of department is ensured.

4. Counselling, monitoring and tutorial system-

Our department conducts regular counselling sessions for students to discuss their academic progress, career goals and motivate them to work hard to achieve their dreams. One day in week is dedicated as tutorial day where two-way interaction is encouraged so that overall personality development of students may take place.

General topics such as current affairs of national as well as international level are discussed along with latest advancements coming in the corporate sector so that students feel confident and upgraded.

5. Equipment's required-

- Smart class room for students
 - 2 personal computers
 - Printer and scanner
- ### 6. Strength of students

Teaching is done in accordance with the curriculum provided by university as per the timetable and necessary guidelines.

Advance means are adopted to make teaching more effective and interesting for the students so that they can enhance their conceptual knowledge of subjects by which they will never face any problem in their higher studies.

“ We are looking forward for betterment and advancement in each and every aspect by putting continuous effort keeping in view the best interest of students so that they can reach new heights and bring laurels to the institution”

Commerce

DEPARTMENT VISION

“Commitment to pursue excellence in commerce education, while equipping students with knowledge and skills in commerce stream, inculcate values, identify hidden talents, provide opportunities for students to realize their full potential and thus shape them into national assets, and to pursue a real holistic development, integrity, moral and ethical uprightness”. Thus to create the conditions to strengthen the students through knowledge gain, to spur the opportunities to seek quality jobs and fostering innovation and research among the student for their holistic growth, we are committed.

DEPARTMENT MISSION

“Department of commerce is dedicated to excellence in performance and committed to provide quality education opportunities and services that meet the needs of business and also contribute for the society’s wellbeing, national development and to meet global competencies”.

DEPARTMENT GOALS

- Impart education of the highest standard through value based holistic teaching and learning by integrating traditional and innovative practices in the multinational environment.
- Inculcate a strong belief in hard work and core values of gender equality, humility and ecology in order to make them socially responsible citizens.
- Equip students with the skills needed to adapt better to the changing global scenario and gain access to multiple career opportunities.
- To attain self-reliance through balance of freedom and discipline within the body, mind and spirit.

STRATEGIC GOALS

To achieve the mission of the college and holistic growth of students following landmarks were identified for the strategic planning for the same:

1. **ACADEMIC:**

- Interactive teaching is used in the classroom to enhance students’ ability to reasoning, understanding and confidence building.
- E-learning and ICT based lectures is included
- Multiple tools of imparting teaching are used like traditional chalk and board teaching, online notes provision through Whatsapp groups, provision of hand outs and notes.
- Case studies methods are included
- An active assessment system throughout the year is introduced for the holistic approach
- Workshops, lectures, industrial visits, etc are organized for a more practical learning

2. **RESEARCH AND INNOVATION:**

- Academic rigor is integrated with research by giving various assignments

- Project work is also included in the curriculum
- Innovation of new ideas is encouraged through interactive lectures
- 3. **PARTICIPATIVE MANAGEMENT AND INCLUSION**
 - Various activities like poster making, rangoli, dance, mehendi, paper reading, etc competitions are organised
 - Student monitors, class representatives are chosen
 -
- 4. **STUDENT WELFARE AND DEVELOPMENT**
 - Books and other material is given to needy students
 - Effective personal counseling and tutorials are provided to the needy students
 - Remedial guidance and solutions are provided to students whenever required
 - Career counseling lectures are imparted time to time
 - Record of each and every student is maintained to keep track of their personal growth
- 5. **PHYSICAL INFRASTRUCTURE**
 - To maintain the physical infrastructure of the college cleanliness and hygiene drives are organized by the department
 - To boost awareness regarding green campus consciousness among students, they are often engaged in events and lectures regarding environment, social media and eco-friendly drives.
 - Students are encouraged to go to the library
 - Safety and security related lectures are also imparted
 - Students are made aware regarding judicious use of water, electricity, desks and other infrastructure.
- 6. **COMMUNITY ACTIVITIES**
 - Awareness campaigns and social work is encouraged
 - Students are encouraged to join NSS of the college.
- 7. **CULTURE AND VALUES**
 - Students are often given lectures to inculcate and maintain culture and values
 - Many events and days are organized sustain our culture
 - Value based guidance is provided
 - Research based projects will be introduced
- 8. **CAREER ORIENTATION AND EMPLOYABILITY:**
 - Workshops are organised to train the students TALLY, Income Tax Return, GST, Marketing and other fields to increase the viability of employment.
 - Guest lectures are divulged for career counseling
 - Job fairs are organized to create opportunities of jobs
- 9. **FUTURE PLANS:** apart from the above ongoing highlights, following milestones will also be introduced:-
 - Frequent industrial visits will be organized
 - Students and teachers will be encouraged to be members of online courses like SYAYAM, MOOC, MOODLE, etc
 - MOUs will be signed in order to organize job melas and job opportunities.

SWOT ANALYSIS OF THE DEPARTMENT OF COMMERCE

STRENGTH

- Good experienced teaching staff.
- Continuous growth in Strength.
- Job oriented special subjects.
- Industrial area providing good job opportunities

WEAKNESSES

- Students from vernacular background.
- Well ICT equipped lab and Classroom
- Unavailability of research journals and magazines in the library in commerce.
- Not enough number of classrooms.
- Teacher taught ratio is high, i.e. one to 150.
- A separate faculty building is needed for the commerce department for the holistic development of the students
- A more comprehensive and job oriented curriculum is needed, in which students can choose their field of expertise, like HR, Finance, Marketing, etc. and due to insufficient staff the students can not choose their own subjects in commerce.

OPPORTUNITIES

- Opportunities in various fields such as Banks, Accounting firms, Marketing, HR departments in the Industries present around
- Job opportunities through campus interview.
- Exposure to industry of the students
- To organize national and international conferences and seminars.

CHALLENGES

- Competitions with other degree colleges.
- To develop social responsibility among the students.
- To face challenges of management courses.
- To promote research culture among students.
- To maintain balance between teaching and other activities
- To cope with the delay in results and revaluation results by the university.

TIME LINE YEAR (2024-25)

JULY:

- Admission Process of B Com I, II and III
- Induction lecture, introduction with the staff and Campus Visit of B Com I
- Convey syllabus to the students and discuss its overall meaning

AUGUST

- Introducing ICT Lab to the students for Tally, Income Tax, computer Application and e-commerce classes
- Factory/ Industry visit B Com III
- Guest Lecture on Mental Health to B Com I, II & III

SEPTEMBER

- 2-Days workshop on GST B Com III
- Inter Class Quiz
- Admission process of M Com
- Class tests

OCTOBER

- 3 -days workshop on Tally B Com I
- Poster making, rangoli, mehendi competition
- Induction to M Com I students

NOVEMBER

- Documentary on some current topic to M Com I & III
- Guest lecture on Women Empowerment to B Com II & III
- Class tests

DECEMBER

- House Test
- Discussion on question papers and problem shooting
- Seminar M Com I & III
- Class Tests

JANUARY

- Vacations

FEBRUARY

- Discussions on important topics in all classes for final exams
- Redressing problems of students
- Discussion on Budget and Economic Survey in all classes

MARCH

- Practicals of B Com I & II
- Seminars M Com I & III

APRIL-JUNE

- Admissions of M Com II & IV
- Allocation of Groups and Topics for the projects to M Com IV
- Guidance for the Project Report M Com IV
- Examination of Under Graduate classes

Department of Mathematics

STRENGTHS:

The department of Mathematics is a part of well established Institute Govt College Nalagarh. At present, both the sectioned posts are filled by regular faculty members. As the Govt College Nalagarh is situated in the Industrial Area Baddi, the students from all states of India took admission in this college and increase the strength of the department.

WEAKNESS:

As Mathematics is a subject for the students of both BA & B.Sc. stream, there is an urgent need for more faculties. A separate Computer lab is also urgently needed for the department to cater Numerical analysis and Computation.

OPPORTUNITIES:

The pass out students has many opportunities to advance their career in industries as data analysis and investigators. Besides of Jobs, they can continue their studies through IGNOU centre located in this Institute.

CHALLENGES:

Because of rural background, the students are not aware about the career and importance of the subject. The students have fear about the subject. This is a great challenge for the department to ease the fear of students and built confidence among them.

EQUIPMENT REQUITED

The department needed following equipments

Sr No	Name of the Items	Purpose	Remarks
01	Computers (02)	For Faculties	
02	Computer Lab with 25 Computers	For the students of B.Sc-III to discuss Numerical & Computational Problems.	
03	Original Software	FORTREAN, MATHEMATICA, MATLAB, LATEX	
04	PRINTER (01)		

Department of Chemistry

Strength: Highly qualified and experienced faculty members

Weakness:

1. Teacher student ratio
2. Insufficient no. of class rooms
3. Lack of separate and well equipped laboratories for U.G and P.G classes
4. Lack of instruments for P.G classes

Challenges:

1. Scarcity of funds for Chemicals and Instruments required for U.G and P.G classes
2. Insufficient technical staff
3. Insufficient infrastructural facility

Equipments Required:

1. Glassware

2. Burners
3. Analytical instruments

Activities:

Sr. No.	Activity	Month
1	Celebration of national Science day	February
2	Guest lecture for B.Sc III year students	March
3.	Visit of B.Sc III year students to waste management centre located at Dabhota Nalagarh	December
4.	Visit of M.Sc II semester students to pharmaceutical industry located at Baddii	April
5.	Visit of M.Sc IV th semester students to pharmaceutical companies located at Nalagarh	May

Teaching Methods: Modern and conventional Passed out students remains in touch with department through WhatsApp group

Community College

Document of Community College (Hospitality & Tourism) regarding Institutional Development Plan 2024-25

1.SWOC Analysis

Strength

1. The course is based on multiple Entry and multiple Exit System. It is divided in 4 semesters. Each stage offers certificate, diploma and advance diploma after completion. The students are allowed to leave the course after the completion of each semester if they desire and to join the next stage course after a gap of time period. In other words, it works on credit banking system.
2. Hospitality and Tourism is a very big industry and almost all the students who have completed this course has got job in the Hospitality and Tourism Industry.
3. The studies are limited not only to the academics but training is the part of the studies so that in 2-year program, 6 months are dedicated to industrial training only.
4. The students are assessed by Tourism and Hospitality Skill Council (THSC). In addition to passing of the academics, the passing of the assessment by THSC is an essential condition for awarding either certificate or diploma or advanced diploma in Hospitality and Tourism. The students are very much skilled on the completion of any course offered by the community college. The students are also offered Outdoor Catering Service (ODC) in the BBN Area. In other words, they are earning while learning.

Weakness

1. There is not sufficient infrastructure available for running the course i.e., Labs and Proper rooms dedicated to run the course related specific instructions.
2. There is no Govt. Support. At present the course is being run only on the fee collected from the students enrolled.
3. The course is taught only on period basis or by hiring guest lecturers. No regular teacher is being appointed for running the course due to lack of recurring grant from Govt. Side or from UGC.

Opportunity

1. Hospitality and Tourism is a very big industry. There is a vast scope of running of many courses related to Hospitality and Tourism in order to meet the increasing demand because at present after completion of the course almost all students are getting the placements.
2. At present the college is running Certificate, Diploma and Advance Diploma in Hospitality and Tourism. The college has the opportunity to start the Bachelor Degree in Hospitality and Tourism in coming future through Bachelor of Vocational Course Faculty.

Challenges

1. To run the course in future, the funding from the Govt. is must. To score the same is a big challenge.
2. The need of the industry is very big but a smaller number of students are taking admission in the course. Though there are 70 seats each semester yet so many remains unfilled despite 100 percent placement in the industry. It is a continuous challenge.

Employability in nearby industries (Academic Industrial Linkages etc.)

The community college has an MoU with THSC (Tourism and Hospitality Skill Council) up to 09.02.2025

Feedback analysis and its post analysis

The questionnaire regarding the collection of feedback will be generated regarding the course in general, about the teachers and the establishments in which they are sent for training and on job training. The feedback will be analysed by applying necessary statistical tools and inferences will be drawn. The courses will be tuned to meet the needs of the students in this regard.

Counseling system, Monitoring System and Tutorial System

Dr Kuldip Singh, Co-ordinator CC and Sh. Vishal Mehta, Lecturer in Hospitality are available during the working hours of the college regarding any counseling of the students. The progress of the students is monitored through their attendance of the classes, their score in house exams as well as their observations during training and on job training in Tourism and Hospitality Establishments. All the tutorial needs are catered by the respective teachers.

Equipment required by the departments

Cutlery Set =01, Crockery Set=01, Glassware Set= 01, Hollowware =01, Round Table for continental Services= 01, Chairs=02, Cover =01, Table Cloth=01, Reception Desk=01, Bell Desk= 01, Dry Mop=01, Wet Mop=01, Dry Vacuum Cleaner=01, Wet Vacuum Cleaner=01, Scrubbing Machine =01, Polishing Machine=01 Cloth Duster=01 Kitchen knife set=01 Tandoor=01, Sink =01, Modern Kitchen=01, Wiping=01

Guest Lectures by the departmental guest lecture by the general manager of Hotel Sarovar Portico, Malpur, Baddi is scheduled to be held in the month of December, 2023. The lecture is expected to provide the benefit of experience and exposure of an expert with 25 years of experience in the Hospitality Industry.

Organization of Workshop/ Training programme by the department

All the students are sent for 45 days training programme during each semester in reputed Hotel and Tourism establishments.

Teaching methods adopted presently and any alteration/ up gradation to be met in future

Lecture Method, Project Method, Demonstration Method, Training and on Job Training. As and when the equipment for practical is acquired, more stress will be put on practical training.

How passed out students remains in touch with the department?

The department has the mobile number of all the students. In addition, WhatsApp group is created for them.

Students research projects and their involvement in research especially during 4th year according to NEP NA

Infrastructure monitoring and evaluation

Every effort is being done for the upkeep of the infrastructure of the department and it will be continued in near future. Keeping in view the needs of the infrastructure, the infrastructure is not meeting the need of the course. It will be upgraded and more infrastructure will be created in future.

Comments regarding curriculum and suggestions for the same (Like in employability and skill development)

A new curriculum for various courses of Hospitality and Tourism has been framed by Sector Skill Council which will be implemented from next academic year.

Social outreach programme

Training and On Job training programmes for all students in various hospitality and tourism establishments is a form of social outreach. The students are also providing their services in Outdoor Catering organised in the nearby Hotel Industry .

IQAC meetings: Academic audit: Energy audit: Green Audit: Financial Audit: Administrative Audit

Financial Audit is performed each year for the Hospitality and Tourism Course after the completion of each financial year. The upcoming audit are due in May 2024 and June 2024

Computer based training programme Computer based training programme are the very part of present as well as future curriculum

Campus improvement: Beautification Committee NA

Boundary Wall of the college NA

M. Sc. In Math and Physics NA

Observatory in Physics Department NA

Language based projects: promotion of spoken language: cultural dictionaries

Improvement in the spoken English as well as Hindi language is very much part of the Hospitality and Tourism Curriculum.

Certificate Course in Disaster Management NA

Remedial course for slow learners and National level event for advanced learners

Due to scarcity of funds not possible at present. If the funds will be available then will be definitely run

Department of Geography

Vision Plan

At present, the department of Geography at G.C. Nalagarh, one of the foremost departments, offers undergraduate programme of Bachelor of Arts (B.A.) with Geography. It has been imparting knowledge of the subject at graduation level under the Choice Based Credit System (CBCS) to the students of various disciplines and programmes opting for Geography as the core subject, second core subject or as Generic Elective. 166 students are currently enrolled in the department.

The curriculum of geography department is to help the students in acquiring the ability to interpret the distribution and processes of physical and human phenomena; understanding the dynamic interrelationship between physical and human world; transferring skills from the symbolic to the verbal and vice versa; implementing numeracy and graphical skills; Committing to sustainable development. Geographical education also contributes to the development of personal and social competence. It will help students in developing following skills: • Use and apply of geographical knowledge and understanding to interpret and evaluate geographical data; • Interpret maps, tables, graphs and photographs; • Organise and present information in a coherent manner. Candidates should attain attitude and values be able to: • Show a concern for the sustainable and fair use of resources for the benefit of all; • Exercise a sense of fairness, sustainability and equality; • Make judgements, recommendations and take decisions.

SWOC Analysis of the department

Strengths

- The department has dedicated, experienced and qualified faculty which is available to the students throughout the year.
- Active participation of faculty in various college committees.
- Conduct of field work and surveys.
- Besides this, practicals and seminars are conducted throughout the year.
- Different equipments like maps, globes etc. are used for teaching.
- Important days are celebrated.

Weaknesses

- Poor geographical background of the students.
- No proper lab facility for department in college.

Opportunities

- Students get opportunities to get selected for various types of jobs.
- Faculty have fine prospects of attending and participating in seminars, workshops and teacher training programs.

Challenges

- To get students selected for top class universities for M.Sc. programs in geography or disaster management or GIS.
- To make them good citizens of the country.

Future Plans and activities

1. Disaster Management plan of the college will be prepared.
2. Feedback from the current students will be taken on the google form in the month of February regarding teaching methods, satisfaction level etc.

To achieve the above objectives, following activities are scheduled:

1. 21st March: International day of Forests
2. 22nd March: World Water Day
3. 4th April: Day to commemorate Kangra earthquake

Vision Plan

Objectives of the plan:

The main objectives of the vision plan of geography department is to help the students in acquiring the ability to interpret the distribution and processes of physical and human phenomena; understanding the dynamic interrelationship between physical and human world; transferring skills from the symbolic to the verbal and vice versa; implementing numeracy and graphical skills; Committing to sustainable development. Geographical education also contributes to the development of personal and social competence. It will help students in developing following skills: • Use and apply of geographical knowledge and understanding to interpret and evaluate geographical data; • Interpret maps, tables, graphs and photographs; • Organise and present information in a coherent manner. Candidates should attain attitude and values be able to: • Show a concern for the sustainable and fair use of resources for the benefit of all; • Exercise a sense of fairness, sustainability and equality; • Make judgements, recommendations and take decisions.

Future plans and Activities

1. To purchase GIS software and GPS instrument for the geography lab to enable the students have hands on knowledge of the subjects.
2. To shift to a proper laboratory.
3. To prepare an evacuation plan for the college in case of any disaster.
4. To prepare HRVA of the college.

Following activities are also planned:

1. 16 September : International Ozone Day
2. 2nd Wednesday of October: International day for Natural Disaster Reduction
3. 21st March: International day of Forests
4. 22nd March: World Water Day
5. 4th April: Day to commemorate Kangra earthquake
6. 5th June: World Environment Day.

Department of Zoology

Date of Establishment of College:	1973
Names of Programmes/Courses offered:	UG
Number of teaching posts:	03 (filled)
Number of technical posts:	01 (JLA filled)

Vision

The Zoology Department aims to educate and support students in meeting high academic standards, scientific makeup, practical knowledge, and developing skills to succeed globally. Specifically, the department strives to provide an encouraging environment that enables students to achieve academic excellence, holistic improvement and to inculcate the highest values of biological science.

Mission

1. To motivate the students for their fruitful life.
2. To develop the broad knowledge about the biology of animals.
3. To impart entrepreneurial skills through application-oriented subjects.
4. To provide the best education for students to achieve their goals.
5. To promote research and learning. To create awareness about health-related problems by curriculum.

SWOC Analysis

Strengths:

1. ICT enabled Teaching- Learning
2. Well qualified and experienced faculty
3. Curriculum based on Skill Development Courses viz. Medical Diagnostics, Apiculture, Sericulture and Aquarium Fish Culture.
4. High success rate in exams as compared to other faculty.
5. All sanctioned posts are filled.
6. Harmonious relationship among staff, students and parents.

Weaknesses:

1. Skill Development Courses lacks practical syllabus.
2. No departmental library and Internet facility.
3. Paucity of time for teachers for research work.
4. No special budget for field trips and educational tours.
5. Renovation and up gradation of zoology lab is required.
6. A separate smart class room is required.

Opportunities:

1. Good opportunities for zoology students of placement in lectureship, research, forest department, competitive exams, animal care taker branch, Forensic Medicine, Pest control, animal suppliers etc.
2. Students can start small scale industries such as Apiculture, Fisheries, Aquarium fishes, Poultry, Sericulture, and Aquaculture etc.
3. Good scope for field based activities, if financial support is available.
4. Ease of knowledge exchange between the institutes due to ideal location of institute.
5. Department provides platform to the students to show their potential & knowledge through seminars, interactive sessions, quizzes, routine class tests, practical skills and project work.

Challenges:

1. To cope-up with students from rural background.
2. To teach and conduct practical classes of the students with poor foundation and background.
3. To enhance students progression and self dependence.

Future Plans:

1. To start Certificate course in skill based courses like Medical Diagnostics, Apiculture, Sericulture and Aquarium Fish Culture.
2. To develop the new Zoology lab and a separate Smart Class Room.

Syllabus taught

BSc.I Year

1. DSC IA, Animal Diversity (ZOOL 101)

2. DSC IB, Comparative Anatomy and Developmental Bio. of Vertebrates (ZOOL 102)

BSc.II Year

1. DSC ID, Physiology and Biochemistry (ZOOL 201)
2. DSC ID, Genetics and Evolutionary Biology (ZOOL 202)
3. SEC-I, Medical Diagnostics (ZOOL 203)
4. SEC-II, Apiculture (ZOOL 204)

BSc.III Year

1. DSE IA, Animal Biotechnology (ZOOL 302B)
2. DSE IB, Reproductive Biology (ZOOL 302 C)
3. SEC-III, Sericulture (ZOOL 303)
4. SEC- IV, Aquarium Fish Keeping (ZOOL 304 A)